

**NATIONAL WEATHER SERVICE INSTRUCTION 30-2114**

**DECEMBER 23, 2004**

***Maintenance, Logistics and Facilities  
Systems/Equipment maintenance, NWSPD 30-21***

***CONSOLE REPLACEMENT SYSTEM (CRS) EQUIPMENT MAINTENANCE***

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**NOTICE:** This publication is available at: <http://www.nws.noaa.gov/directives/>.

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***SUMMARY OF REVISIONS:*** This instruction supersedes NWSI 30-2114, "Console Replacement System (CRS) Equipment Maintenance," dated December 17, 2003. This issuance modifies the definition for Field Office and Maintenance Reporting, and makes other minor editorial corrections.

Signed by Mark Paese for                      December 9, 2004  
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Director, Office of Operational Systems

**CRS Equipment Maintenance**

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1. Purpose. This instruction establishes specific equipment maintenance procedures through the use of established technical documentation for CRS, Engineering Handbook 7 (EHB-7) (e.g., technical manuals, maintenance notes, modification notes).

2. Procedures. Procedures stated in National Weather Service Instruction (NWSI) 30-2101, *System Maintenance Management*, govern maintenance of equipment. NWS field personnel will maintain CRS equipment as described in this instruction. Maintenance will be accomplished, following guidance in authorized technical manuals, modification and maintenance notes as defined in EHB-7. Maintenance reporting will be accomplished following the instructions contained in NWSI 30-2104, *Maintenance Data Documentation*.

3. Organization. Maintenance services for CRS equipment are focused at the local level, with augmenting capabilities at the regional and national levels.

4. Responsibilities. Organizational responsibilities are presented in a “bottoms-up” approach because of the field focus of this document.

4.1 Field Office. Field operations staff are responsible for notifying site electronics maintenance staff of any CRS equipment failure. Operations staff will comply with maintenance policy and Engineering Management Reporting System (EMRS) procedures, as described in NWSI 30-2104 and EHB-4, by originating a maintenance request using the EMRS Data Entry System. If there is no access to the EMRS Data Entry System, staff will follow locally established procedures to ensure proper notification and routing of the maintenance request. Resolve concurrent outages following the policies of NWSI 30-2101, paragraph 1.3.1.b. Field operations staff are also responsible for submitting an UnScheduled Outage System (USOS) report as described in NWSI 30-2112.

4.2 Electronics Technician. Site electronics staff are responsible for restoring CRS equipment to operational status, returning defective components, ordering replacement spares, and reporting all maintenance activity in EMRS. Work will be performed in conformance to priorities established by the Electronic Systems Analyst (ESA) or Meteorologist in Charge (MIC).

4.3 Regional Headquarters (RHQ). RHQ coordinates resources for the CRS equipment as needed to support non-standard (e.g., emergency) service requirements.

4.4 National Weather Service Headquarters (WSH). WSH support for these systems/equipment is distributed among several organizations within the Office of Operational Systems (OOS). The Maintenance Branch (OPS12) is responsible for generating/coordinating and providing modification and maintenance documentation and processing kits for field use; the Acquisition Branch (OPS11) is responsible for equipment modification design.

5. Documentation.

5.1 Maintenance Reporting. Employees performing maintenance activity and maintenance related system administration on CRS equipment are responsible for documenting their maintenance activities using the EMRS Data Entry System according to the instructions in EHB-4. Employees performing maintenance are also responsible for completing all WS Form A-26s originated by other employees to request maintenance.

5.2 Maintenance and Technical Documents. Maintenance of CRS equipment will be accomplished following authorized guidance (e.g., technical manuals, modification notes, maintenance notes). Centralized web access to EHB-7 (i.e., maintenance procedures, technical documentation, modification and maintenance notes) is provided at:

<http://www.ops1.nws.noaa.gov/EHBS.HTM>.